



TRANSPORT AND STUDENT SUPPORT PANEL

TUESDAY, 18 JULY 2017

12.30 PM / AT THE CONCLUSION OF CABINET MEETING

CC2, COUNTY HALL, LEWES

MEMBERSHIP - Councillor Godfrey Daniel, Darren Grover and Andy Smith

A G E N D A

- 1 Apologies for absence
- 2 Minutes (*Pages 3 - 4*)
- 3 Disclosure of Interests
Disclosure by all Members present of personal interests in matters on the agenda, the nature of any interest and whether the Members regard the interest as prejudicial under the terms of the Code of Conduct.
- 4 Urgent items
Members wishing to raise urgent items are asked to notify the Chair to state the special circumstances which they consider justify the matters being considered urgently.
- 5 Changes to the operation of the Transport and Student Support Panel (*Pages 5 - 8*)
- 6 Any other non-exempt items considered urgent by the Chair
- 7 Exclusion of the public and press
To consider excluding the public and press from the meeting for the remaining items of the agenda on the grounds that if the public and press were present there would be disclosure to them of exempt information as specified in Category 1 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended), namely information relating to any individual.
- 8 Exempt minutes (*Pages 9 - 16*)
- 9 To consider transport arrangements for pupils as exceptions to the normal policy (*Pages 17 - 110*)
 - Case number 20/17
 - Case number 21/17
 - Case number 22/17
 - Case number 23/17
 - Case number 24/17
 - Case number 25/17
- 10 To reconsider transport arrangements for pupils as exceptions to the normal policy (*Pages 111 - 166*)
 - Case number 68/16
- 11 Any other exempt items considered urgent by the Chair

12 Date and time for future meetings

PHILIP BAKER
Assistant Chief Executive
County Hall, St Anne's Crescent
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10 July 2017

Contact Ian Crudge (Principal Admissions & Transport Officer)
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TRANSPORT AND STUDENT SUPPORT PANEL

MINUTES of a meeting of the East Sussex Transport and Student Support Panel
held on 6 June 2017

Present - Councillors: Daniel, Grover and Smith
Officers: I Crudge, E Haynes and R Doran

1 Election of Chair

1.1 Councillor Grover nominated Councillor Daniel for Chairman. This was seconded by Councillor Smith. Councillor Daniel was duly elected.

2 Apologies for absence:

2.1 None.

3 Public minutes:

3.1 RESOLVED to approve as a correct record the public minutes of the previous meeting held on 19 April 2017.

4 Disclosures of interests:

4.1 None.

5 Urgent items:

5.1 None.

6 Any other non-exempt items:

6.1 None.

7 Exclusion of the press and public:

7.1 It was RESOLVED - to exclude the public and press from the meeting for agenda items 8, 9, 10, 11 and 12 on the grounds that if the public and press were present there would be disclosure to them of exempt information as specified in paragraph 1 of Part 1 of the Local Government Act 1972 (as amended), namely information relating to an individual.

8 Exempt minutes:

8.1 RESOLVED to approve as a correct record the exempt minutes of the previous meeting held on 19 April 2017.

9 Report on a previous case:

9.1 The Panel was updated on the outcome of a complaint made to the Local Government Ombudsman in case number 05/17. [The full detail is set out in an exempt minute]

9.2 At this point in proceedings, the opportunity was taken to train the new panel members in all aspects of the Council's home to school transport policy. The above case proved to be a useful aid.

10 Consideration of transport provision in individual cases:

- 10.1 The Panel considered and reached decisions on the following transport provision case number: 10/17, 12/17, 13/17, 15/17, 16/17, 17/17, 18/17 and 19/17.

[The full decision is set out in an exempt minute]

11 Reconsideration of transport provision in individual cases:

- 11.1 The Panel reconsidered and reached decisions on the following transport provision case number: 37/16 and 59/16

[The full decision is set out in an exempt minute]

12 Any other exempt items:

- 12.1 None.

13 Date and time for next meeting:

- 13.1 Agreed to meet on: Tuesday 6 June 2017
at 12pm
in the Chairman's Function Room, Westfield House

Title of report: **Changes to the operation of the Transport and Student Support Panel**

Purpose of report: **To update members on the progress regarding amendments to the Transport and Student Support Panel.**

1 Background

1.1 On 21 March 2017, members considered a paper to change the terms of reference and the name of this Panel. The amendments were needed to reflect the Panel's current purpose and to make it clearer to parents that the Transport and Student Support Panel is actually an 'appeal' panel for assistance with home to school travel costs.

1.2 The document prepared for consideration is shown in **Appendix 1**.

1.3 Members RESOLVED to recommend to Governance Committee to agree the proposals to change the name of the Transport and Student Support Panel to Discretionary Transport Appeal Panel and to adopt the amended terms of reference.

1.4 Governance Committee agreed on 27 June to recommend the proposed changes to the County Council and this will be considered at the Full Council meeting on 11 July. Members will be given a verbal update on the outcome.

Contact Officer: Ian Crudge, Principal Admissions and Transport Officer
Tel. No. 01273 337382
Email: ian.crudge@eastsussex.gov.uk

Title of report: **Changes to the operation of the Transport and Student Support Panel**

Purpose of report: **To amend the Terms of Reference for the Transport and Student Support Panel and agree a name to reflect its modified purpose.**

RECOMMENDATIONS

- 1) Agree to the amended Terms of Reference as set out in Annex 1.**
 - 2) Agree that the Panel formally changes its name to Discretionary Transport Appeal Panel**
-

1 Background

1.1 The current panel was created many years ago when the school transport panel merged with the awards panel. Its purpose is to determine travel arrangements (under discretionary powers) for children who are not otherwise eligible and to award financial payments to further and higher education students to assist them with their studies.

1.2 The further education and higher education landscape has changed significantly in recent years. Higher education loans and grants are now administered by Student Finance England (formerly Student Loan Company) and financial support to further education students is dealt with by the education provider through Bursary Schemes. These superseded Education Maintenance Allowances (EMA) which were phased out in 2012.

1.3 The 'student support' function of the panel is therefore obsolete and there is the need to amend the terms of reference.

1.4 There remains the need to have in place a review/appeals procedure for parents to follow should they have a disagreement about the eligibility of their child for travel support.

1.5 The Transport and Student Support Panel is constituted for this purpose. However, its name is ambiguous. Members have also recently expressed a wish to rename this Panel to make it clearer for parents.

1.6 It is therefore proposed to change the name to the Discretionary Transport Appeal Panel.

2. Conclusion and reasons for recommendations

2.1 It is recommended to adopt the amended terms of reference to reflect the current and ongoing role of the Panel.

2.2 It is recommended to rename the Transport and Student Support Panel to Discretionary Transport Appeal Panel. This will better reflect the Panel's purpose and make clearer to parents that they are in an appeals process.

2.3 If approved, a report will be submitted to the Governance Committee.

Contact Officer: Ian Crudge, Principal Admissions and Transport Officer

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Current

Transport and Student Support Panel

Terms of Reference

- (i) To exercise the powers and duties of the County Council in relation to (i) the provision or payment of boarding and tuition allowances for individual pupils and (ii) awards to individual students for further and higher education, in both instances where the Director of Children’s Services refers the case to the Panel for resolution rather than dealing with it under their delegated powers.
- (ii) To consider individual cases and make arrangements on behalf of the County Council to pay for or provide transport to and from school for pupils whom the Director of Children’s Services does not consider to qualify either statutorily or under the normal policy of the County Council for such transport.

Membership

Three members of the Regulatory Committee.

Proposed

Discretionary Transport Appeal Panel

Terms of Reference

- (i) To consider individual cases and make arrangements on behalf of the County Council to pay for or provide transport to and from an education provider for pupils and students whom the Director of Children’s Services does not consider to qualify either statutorily or under the normal policy of the County Council for such transport.

Membership

Three members of the Regulatory Committee.

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of the Local Government Act 1972.

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Agenda Item 9

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